

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS MEETING

February 26, 2004, 7:30 p.m.

CALL MEETING TO ORDER The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 7:43 p.m.

ROLL CALL: Attending Directors: President Shawn McGraw, Vice President Leonard Woren, Secretary Fran Pollard, Treasurer Matthew Clark, and Board Member William Katke.

Attending staff: General Manager Chuck Duffy, District Administrator Gina Holmes, Assistant District Administrator Delia Comito, and Legal Counsel Jonathan Wittwer.

PLEDGE OF ALLEGIANCE: Board President Shawn McGraw led all present in the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION: None.

ACTION AGENDA

1. **Consideration of Variance application for APN 048-062-120 (formerly APN's 048-062-100/110); Blue Sky Designs/Ken Coverdell; Purisima Way at Cabrillo Hwy., Miramar; parcel 8,988 sq. ft.; zoning R-1/S-94.**

Property Owner Ken Coverdell addressed the board regarding his application. District Counsel Jonathan Wittwer stated his opinion that the applicant had met the required findings for Variance approval.

ACTION: Director Pollard moved to make the required findings and approve the variance application for APN 048-062-100/110, owned by Blue Sky Designs/Ken Coverdell, located at Purisima Way and Cabrillo Hwy., Miramar; 8,988 sq. ft.; zoning R-1/S-94. (Pollard/Woren) Approved 5-0.

2. **Consideration of Class 1A single family residence sewer connection permit for Blue Sky Design; APN 048-062-120; Purisima Way, Miramar.**

ACTION: Director Katke moved to approve the Class 1A sewer permit for APN 048-062-120, conditioned on the following: 1). The applicant provides the District with an executed easement agreement satisfactory to the General Manager, 2). The variance in Action Agenda Item 1, above is approved by the

Board of Directors; and 3). A copy of the project's Building Permit ready for pick up notice issued by the San Mateo County Building Department is provided to the District. (Katke/Woren) Approved 5-0.

3. Consideration of Class 2M Mixed Use sewer connection permit for Van Dyk; APN 047-023-010 -270 and -280; 158 Columbia, Princeton; Two (2) commercial unit & two (2) residential units totaling 2,424 sq. ft; zoning CCR.

The Board was advised by Staff that the applicant had recently sent in a letter concerning some discrepancies in his original application which needed to be addressed. He further stated in the letter that he saw no reason for the item to be considered by the Board until these items were resolved in a new updated application.

ACTION: Director Katke moved to table. (Katke/Pollard) Approved 5-0.

4. Consideration of Petition Language for LAFCo application for adding parks and recreation powers for possible reorganization into a Community Services District.

General Manager Chuck Duffy reviewed the draft petition language provided in the agenda, which was based upon the original legal language required for an application by petition. Since the petition is to be used to gauge community support for the reorganization, he suggested simplifying the language. President McGraw opened the meeting for public input. The following public members addressed the Board:

Kathleen Christie Vogel: El Granada resident, spoke in favor of the District reorganization.

Jim Blanchard: El Granada resident and President of Midcoast Park Lands, spoke in favor of the District reorganization.

Sandra Emerson: El Granada resident, spoke in favor of the District reorganization.

Following general discussion, the Board directed the General Manager as follows:

- The General Manager will work with the Ad Hoc CSD Petition Committee to simplify the language of the petition.
- District Counsel will check into the legality of possible names for the community services district, and will discuss legal issues regarding the creation of zones with the General Manager.
- The Ad Hoc Committee will schedule a meeting with the City of Half Moon Bay's committee to discuss issues which may need to be resolved concerning a potential reorganization.
- General Manager will generate an abbreviated timetable for reorganization.

5. Consideration of Medio Creek sewer line crossing capital improvement alternatives report.

The General Manager gave an update on the current condition of the pipeline, which is unchanged since the last inspection in November. He suggested that the

District Engineer investigate temporary shoring around the existing pipe as a precautionary measure.

ACTION: Director Katke moved to direct the General Manager to investigate temporary repair of Medio Creek bridge options. (Katke/Woren) Approved 5-0

The General Manager then reviewed the six potential improvement projects outlined in the CIP report provided. The following member of the public addressed the Board:

Delia Comito: Resident of El Granada spoke in favor of eliminating the Medio Creek crossing.

The Board then continued general discussion, and decided to bring the item back at the next meeting with additional information as discussed.

6. Consideration of Agreement with Wittwer & Parkin, LLP for District General Counsel services. Moved to end of Regular Meeting.

ACTION: Director Pollard moved to approve the agreement with Wittwer & Parkin, LLP. (Pollard/Clark) Approved 4-0; Katke absent

7. Consideration of supporting a Petition of Reconsideration concerning a recent California Supreme Court opinion involving the applicability of Prop. 218 to sewer service charges.

Counsel Wittwer explained that the California Association of Sewer Authorities ("CASA") is considering joining a petition to amend a California Supreme Court decision, correcting a statement that, contrary to Prop. 218, costs imposed on customers receiving service would be subject to voter approval.

ACTION: Director Woren moved to authorize the District to join in Amicus brief regarding *Richmond v. Shasta Community Services District*. (Woren/Pollard) Approved 5-0

CONSENT AGENDA

Board President McGraw requested item #20 be held for discussion.

- 8. Consideration of Special Meeting minutes for December 18, 2003.**
- 9. Consideration of Regular Meeting minutes for December 18, 2003.**
- 10. Consideration of January 2004 warrants totaling \$117,885.17 (Ck #1368 to #1404)**
- 11. Consideration of February 2004 warrants totaling \$133,057.03 (Ck #1405 to 1447).**
- 12. Consideration of Administrative Costs Fund distribution #5 for \$12,445.45.**
- 13. Consideration of Administrative Costs Fund distribution #6 for \$3,973.87.**
- 14. Consideration of February 2004 Assessment District warrants totaling \$253,734.33 (Ck. # 5014 to 5017).**
- 15. Consideration of November 2003 Financial Statements**
- 16. Consideration of December 2003 Financial Statements.**

17. **Consideration of Quarterly Investment report for period ending Dec. 31, 2003.**
18. **Consideration of Semi-Annual Variance Applications Report for July 2003 to December 2003.**
19. **Consideration of request for assessment relief for Guida; APN 048-022-370.**
21. **Consideration of Agreement for Acquisition, Installation, and Maintenance of Two Recycling Containers on West Point in Princeton.**

ACTION: Director Katke moved to approve Consent Agenda items 8 through 19, and item 21. (Katke/Woren) Approved 5-0

20. **Consideration of Agreement with County of San Mateo Public Works for Paving and Slurry Seal of certain roads within Granada Sanitary District service boundaries.**

Counsel Wittwer recommended a few language modifications to the agreement, which he reviewed with the Board.

ACTION: Director Woren moved to approve the Agreement with County of San Mateo Public Works for Paving and Slurry Seal of certain roads within Granada Sanitary District service boundaries with the modifications recommended by Counsel. (Woren/Pollard) Approved 5-0

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

23. **Report on other seminars, conferences, or committee meetings.**

Director Woren reported that he intends to prepare a written report on the California Special Districts Seminar he attended on February 18, 2004.

Director Katke reported on the Special District Institute *District Governance* seminar he attended on February 18-19, 2004.

Director Pollard reported on the local CSDA and the CASA meetings she attended last month and provided some literature from those events.

President McGraw reported on her attendance at the Board of Supervisors meeting on affordable housing, part of the ongoing update of the Housing Element by the County of San Mateo. Director McGraw spoke on behalf of the District as previously authorized. She indicated her intention to attend the future meeting, and Director Woren was appointed as the alternate to attend in case of President McGraw's absence.

22. **Sewer Authority Mid-Coastside: January 26, 2004 and February 23, 2004 meetings.**

Directors McGraw and Woren reported on the January 26th and February 23rd meetings.

INFORMATION CALENDAR

24. General Manager's Report.

The General Manager advised the Board that he had been in contact with SAM Manager Foley regarding discussions with Nurseryman's Exchange, and that he would report information as provided.

25. Administrator's Report.

Administrator Holmes pointed-out the new recycling containers in the office, to be placed at each end of West Point in Princeton. An agreement between the District and the County for maintenance was approved at a prior board meeting, and Seacoast Disposal is to provide the collection service.

Holmes also announced that Assistant District Administrator, Delia Comito, received a Certificate of Completion in Special District Leadership & Management award.

26. Engineer's Report, November and December 2003.

Nothing further to report.

27. Attorney's Report.

District Counsel Wittwer reported on a Palo Alto District legal issue regarding capacity fees, and distributed conflict of interest information.

FUTURE AGENDA ITEMS

ADJOURN MEETING

The meeting was temporarily adjourned at 10:22 until after the resumed Special Meeting.

RECONVENE TO MEETING

The continuance of the Regular Meeting of the Board of Directors was called to order at 10:49 p.m.

ADJOURN

The meeting adjourned at 10:57 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: March 18, 2004